

## Suspicious Packages or Mail

### WHAT TO LOOK FOR

- ◆ Lack of a return address, or a suspicious return address
- ◆ Excessive postage
- ◆ Misspelled words
- ◆ Protruding wires
- ◆ Strange odor
- ◆ Oily stains or discoloration on the outer envelope or wrapper
- ◆ Excessive Tape or String



### IF PACKAGE IS SUSPICIOUS

- ◆ Set the package or letter down, don't handle it further and warn those nearby.
- ◆ Immediately call **x7911** or **9-911**.
- ◆ If possible wash your hands with warm water and soap for at least one minute.

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***For Emergency Response – x7911***

(dial 9-911 from designated phones, 911 from cellular phones)

## Injuries

### PERSONAL INJURIES

For EMERGENCY response to a serious or life-threatening injury or illness, call **x7911** or **9-911**.

For treatment of NON-EMERGENCY injuries or illnesses i.e.: small lacerations, small wounds, sprains or strains:

- ◆ Between 7:30 AM and 3:30 PM on regular business days, report to Health Services in Bldg. 26.
- ◆ After hours or on weekends call your personal physician or proceed to the nearest hospital or clinic emergency room.

**All Injuries MUST be reported to Health Services at Bldg. 26 or by calling x6266.**

### RESCUE BOXES AND DISASTER TRAUMA KITS

Equipment is located around the Lab to assist trained employees in providing emergency care to others. Maps and other information is available at the Lab's Emergency Preparedness website: <http://ehswprod.lbl.gov/ep/>

### ELECTRICAL SHOCK, OR LASER/BEAM EXPOSURE

- ◆ Call **7911** or **9-911** immediately.
- ◆ De-energize or shut off equipment.
- ◆ Secure the area and warn others.
- ◆ Report incident to supervisor.

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